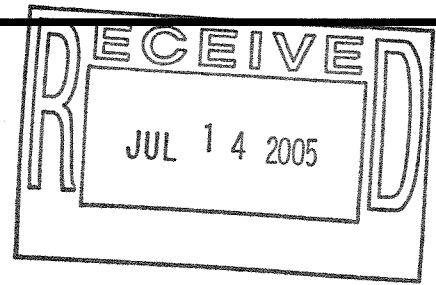


Maryjane Kenney

From: Nancy Tavernier
Sent: Thursday, July 14, 2005 2:38 PM
To: Board of Selectmen
Subject: ACHC agenda item July 18



Willow Central
cover letter BO...

Sending again, this did not go to the shell address which it should have.
Sorry.

Dear Board members,

Attached is a cover memo for the ACHC Willow/Central discussion to be held at your July 18 meeting. We have also submitted a 23 page information packet to Town Hall that will appear in your background material this weekend.

We had a very productive meeting with the FinCom this week, with the full Willow/Central neighborhood in attendance. We look forward to our discussion with you also.

Nancy and Ryan

Acton Community Housing Corporation

Nancy Tavernier, Chairman

TOWN OF ACTON

Acton Town Hall

472 Main Street

Acton, Massachusetts, 01720

Telephone (978) 263-9611

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TO: Board of Selectmen

FROM: Nancy Tavernier, Chair
Ryan Bettez, Vice Chair

SUBJECT: Proposed affordable housing development on town-owned land at 28 Willow St. and 214 Central St.

DATE: July 14, 2005

We look forward to meeting with the Board of Selectmen on July 18 to present an update on a proposal for development of the Town-owned parcel at 28 Willow Street and 214 Central Street in West Acton.

After the Board gave us the green light in 2003 to put together a proposal for the reuse of the Willow/Central parcel, we have given much thought to the proposal. Our objectives were:

- To reach out to the neighborhood and to the community as a whole to build something that everyone could be proud of. We see this as a great chance to build something that enhances the neighborhood.
- To build a small scale affordable housing development that would meet the local zoning bylaw, which allows up to 4 attached units with one owner-occupied, and local Board of Health wastewater design regulations.
- To create a model for affordable housing development that could be used in other similar in-fill locations in town and in other suburban communities.

ACHC has completed Phase I of the preliminary design using \$10,000 of the PDF State grant. This produced a site analysis and an approved wastewater disposal plan, preliminary architectural designs for three units of affordable housing, and a construction cost estimate. ACHC has been working closely with a great Acton neighborhood, gathering their input on the scale and design of the proposed project. The neighbors have truly been an exceptional group of people who not only love their neighborhood but who also respect the need for affordable housing even if it is built in their neighborhood.

ACHC hired an architect who has designed a duplex farmhouse unit on the Central Street side and a bungalow on the Willow Street side of the parcel for this proposal. The design of the units is consistent with the neighborhood character and architecture. Because the preferred design called for

2 buildings on the site, rather than a group of attached units on one side of the parcel permitted by zoning, a Comprehensive Permit was required.

The purpose of meeting with the Board is to prepare for the next round of necessary approvals by the State and Town. ACHC is ready to begin Phase 2 using the \$15,000 balance of the State grant funds. This will entail applying to the DHCD for a LIP project approval, filing for a Comprehensive Permit with the Zoning Board of Appeals, and preparing a Request for Proposals (RFP) based on the approved design.

This meeting with the Selectmen is the first step in the process. ACHC is seeking a Board of Selectmen vote granting us site control of the parcel, contingent on putting the development out to bid after the permits have been obtained, and agreeing to transfer ownership to the selected developer. Site Control will give the ACHC the legal standing to first apply to DHCD and then to the ZBA. To apply for approval from both of these agencies, the Applicant (ACHC) has to demonstrate 2 things: 1) It is a public agency, a non-profit organization, or a limited dividend organization, and 2) It has site control of the location of the proposed development. Because the site is a tax-taking parcel, the Selectmen have the legal authority to make decisions about its disposition and this is the sequence that ACHC recommends, subject to the approval of Town Counsel.

This is the proposed ACHC Action Plan:

1. July 18 Meet with Board of Selectmen to seek vote that would give ACHC “site control” of the property and determine an appropriate land acquisition cost.
2. ACHC will apply to DHCD LIP program to get “site eligibility from a subsidizing agency”, which is necessary for the next step. We will need the Board’s signature on the LIP application at a future date.
3. ACHC will apply to ZBA for a Comprehensive Permit. A comprehensive permit is needed because the units are not attached, as required by the parcel zoning, triggering the need for zoning variances.
4. Once the Comprehensive Permit is approved, ACHC will prepare an RFP, with the help of a consultant. The project will be put out to bid using the required state bid regulations. Included in the RFP will be the Comp. Permit, DHCD LIP approval, Wastewater Disposal plan, and preliminary architectural design.
5. ACHC will select the developer whose response most closely matches the conceptual design.
6. A Land Disposition Agreement will be negotiated with the Board of Selectmen. We have a Land Disposition Agreement from the Town of Orleans that demonstrates we can be very specific on what is to be built and, if it is not, the land will be returned to the town.
7. Ownership will transfer to the developer who will then develop the property according to the Comprehensive Permit and the Land Disposition Agreement.

A second request for discussion is the question of land acquisition costs. ACHC has plugged into the Pro Forma \$175,000 for land acquisition. This is money that would go from the CPA Fund directly back to the Town to reimburse it for the Cleanup costs of \$65,096, legal expenses of \$3,786, and back taxes (since 1983) of \$108,609 for a total of \$177,491. This would allow ACHC to make the land available free and clear for the developer. ACHC would like to have a discussion about this dollar amount since this is an important piece of the puzzle.

We have transmitted a complete information packet on the Willow/Central proposal to the Board for background reading in PDF format. We look forward to updating the Board, sharing our successes to date, and answering any questions you may have.